

CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Wednesday, January 6, 2009 at 9:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A
MINUTES APPROVED	February 5, 2009

MEMBERS PRESENT

Michael L. McGavisk, New Castle County, Professional Member, Chairperson, Presiding
Roger Truemper, Esquire, New Castle County, Public Member
Frani Melda, Kent County, Professional Member
Larry Tims, New Castle County, Professional Member
Karen Hamilton, Sussex County, Professional Member
Linda Brannock, Kent County, Professional Member
Geri Parisi, New Castle County, Professional Member

MEMBERS ABSENT

Edward T. Hammond, Jr., Kent County, Professional Member, Vice Chairperson
Susan Mills, Sussex County, Professional Member
Barbara Mitchell, Sussex County, Public Member
Dee Carroll, Kent County, Public Member

DIVISION STAFF

Shauna Slaughter, Administrative Specialist II

ALSO PRESENT

Vincent White, DREC

CALL TO ORDER

Mr. McGavisk called the meeting to order at 9:07 a.m.

REVIEW OF MINUTES

A motion was made by Mr. Tims, seconded by Mr. Truemper, to approve the January 6, 2009 minutes as presented. Motion carried with Ms. Parisi abstaining.

UNFINISHED BUSINESS

Discussion Regarding Course Monitor Responsibilities

At the December meeting the Education Committee discussed the need to add language to the Education Guidelines which would better define the responsibilities of a course monitor. The Committee reviewed some lists of course monitor responsibilities that are currently used by DAR, KCAR and NCCBOR. There were several items that the lists had in common. Ms. Parisi and Mr. Tims will review the documents and write a draft of language to propose to add to the Education Guidelines. The draft will be reviewed at the February Committee meeting.

NEW BUSINESS

Review of Letters of Intent and Course Evaluations

All Letters of Intent were accepted as submitted.

A motion was made by Mr. Tims, seconded by Mr. Truemper, to send a letter to Thomas Hurford, and the New Castle County Board of Realtors, regarding negative student instructor evaluation forms for the Real Estate Math portion of the Pre-Licensing course, taught by Mr. Hurford. Motion unanimously carried.

Review of Course Provider Applications

A motion was made by Ms. Brannock, seconded by Ms. Parisi, to recommend to the Real Estate Commission approval of the following items as noted below. Motion unanimously carried.

Course Provider: Sussex County Association of Realtors

Course Title: Stress Management: The Ups & Downs of the Real Estate Market **Approved**

Credit Hours: 3

Course Title: Running Your Real Estate Career as a Business **Approved**

Credit Hours: 3

Course Title: Fair Housing Seminar **Approved**

Credit Hours: 3

Course Title: Environmental Issues and the Real Estate Transaction **Approved**

Credit Hours: 3

Course Provider: Concentrance Consulting Group on behalf of US Dept. of Housing & Urban Development/Federal Housing Administration

Course Title: FHA Basics for Real Estate Professionals **Approved**

Credit Hours: 3

Course Provider: New Castle County Board of Realtors

Course Title: Housing & Economic Recovery Act **Approved**

Credit Hours: 2

Course Provider: Delaware School of Real Estate

Course Title: New Agency – The Whys, How's and Wherefores **Approved**

Credit Hours: 3

Course Provider: Frederick Academy of Real Estate

Course Title: Short Sales Done the Right Way **Approved**

Credit Hours: 3

Review of Instructor Applications

A motion was made by Mr. Truemper, seconded by Ms. Hamilton, to recommend to the Real Estate Commission approval of the following items as noted below. Motion unanimously carried.

Peter Spina **Approved**

Continuing Education: Professional Enhancement: Real Estate Financing

Kellie Scherrer **Approved**

Continuing Education: Professional Enhancement: Real Estate Financing

Ernest Nichols **Approved**

Continuing Education: Professional Enhancement: Real Estate Financing

Sandra Montgomery **Approved**

Continuing Education: Professional Enhancement: Real Estate Financing

Review Student Requests for Approval of Educational Activity

There were no student requests for review.

Review Resume for Tim Riale - Candidate to Fill Education Committee Professional Member Vacancy in Sussex County

The Committee reviewed Mr. Riale's resume and request to be appointed to the Education Committee to fill the Sussex County vacancy. Ms. Hamilton made a motion, seconded by Mr. Tims, to recommend to the Real Estate Commission that Mr. Riale be appointed to the Education Committee. Motion unanimously carried.

Election of Officers

Ms. Brannock made a motion, seconded by Ms. Hamilton, to table the election of officers until February due to the number of committee members not in attendance at today's meeting. Motion unanimously carried.

Correspondence

Memorandum from James Collins Regarding Operational Changes

The Education committee reviewed the memorandum from James Collins regarding operation changes being made by the division.

Other Business Before the Committee (for discussion only)

Ms. Slaughter circulated copies of the updated instructor and course provider applications for the Committee to review. She advised the Committee that the applications can now be filled out the website and then printed to be mailed in.

Public Comment

Mr. White asked the Committee about the process of approving instructors and whether teaching experience is part of the required qualifications. Ms. Slaughter advised Mr. White that the Committee uses the qualifications that are listed in section 9.0 of the Education Guidelines to determine if an applicant meets the requirements for approval.

Mr. White also asked if the Education Committee has ever considered requiring new instructors to be paired with an experienced instructor when they first begin teaching. Mr. McGavisk advised that the Committee has not considered that. Mr. Truemper advised Mr. White that he would be concerned with that putting a financial hardship on the providers because they would have to pay both instructors.

Mr. McGavisk also explained the process of reviewing instructor and course evaluations, and how negative evaluations are addressed.

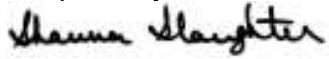
Next Scheduled Meeting

The next meeting will be held on Thursday, February 5, 2009 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Adjournment

There being no further business, Mr. Tims made a motion, seconded by Mr. Melda, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 10:17 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Shauna Slaughter".

Shauna Slaughter
Administrative Specialist II